

# **REQUEST FOR EXPRESSION OF INTEREST RIVERHAWK FARM AGRICULTURE FACILITY WEST VIRGINIA UNIVERSITY AT PARKERSBURG**

## **OVERVIEW**

West Virginia University at Parkersburg is seeking Expressions of Interest (“EOI”) from Design Professionals for Architectural and Engineering services to design a multipurpose building for the Riverhawk Farm.

## **BACKGROUND**

West Virginia University at Parkersburg was founded in 1961 as the Parkersburg Branch of West Virginia University. In 2008 the governance structure was changed by the state legislature and is now controlled locally by a board of governors and is part of a statewide network of independently accredited community colleges known as the West Virginia Community and Technical College Systems. West Virginia University at Parkersburg is located on the outskirts of Parkersburg. The campus is home to, among various buildings, the main administrative building, the Workforce and Development building, the Caperton Center for Applied Technology, the Applied Technology Lab and the Riverhawk Farm that is approximately 25 acres and is located at 508 Nicolette Road, near the college main campus. The University campus sits on approximately 142 acres and provides educational opportunities for approximately 1500 students. The University’s website may be found <https://www.wvup.edu/>.

West Virginia University at Parkersburg was awarded funding from the Fiscal Year 2022 Congressional Community Project Funding for construction on The West Virginia University at Parkersburg Riverhawk Farm.

## **SCOPE OF SERVICES**

This current project is for the construction of a multipurpose structure that can accommodate current needs for storage, office and classroom space on the Riverhawk Farm. The general scope would include land preparation, utility work and construction.

Included in the Design Professional’s scope of services would minimally be:

- General architectural/engineering assessment of existing land area,
- Planning as required with the faculty and staff involved with the project and their needs for the space,
- Schematic and Design Development design/layout

- Completion of detailed set of construction documents for bid
- With West Virginia University at Parkersburg, oversight of bidding process and evaluation of bids,
- Oversight of construction progress
- Other related standard project scope items as may be necessary for successful completion of the project.
- Design Professional would need to assist West Virginia University at Parkersburg in providing any necessary design and/or construction documentation as may be required by the funding entity.

## **PROJECT SCHEDULE**

To be determined

## **EXPRESSIONS OF INTEREST AND EVALUATION**

Any Design Professional firm interested in being considered for this engagement should provide the following:

1. Name and address of the lead architectural/engineering firm submitting the Expression of Interest and the contact person at the firm.
2. List of all sub-consultants who will be involved in the project.
3. Detailed information about the key personnel who will be assigned to this project, with their roles identified and copies of their resumes provided.
4. Documentation that the firm's and any sub-consultants' management and key personnel assigned have the expertise and flexibility to work with West Virginia University at Parkersburg staff to meet program objectives and schedule.
5. Confirmation that the project architect/engineer and all consulting architects/engineers are licensed to practice architecture or engineering in the State of West Virginia.
6. Affirmation that your firm and the individuals who will be assigned to this engagement are free from all obligations and interests that might conflict with the interests of West Virginia University at Parkersburg.

Design Professionals should submit a brochure covering the evaluative criteria above as well as the firm's history, organizational arrangement and at least five references (with contact information) from similar projects within the past 10 years.

Expressions of interest will be used to select the most experienced and qualified firm and project team in West Virginia University at Parkersburg's opinion. Firms under final consideration may or may not be interviewed prior to making a final decision. A fee and a not-to-exceed amount for expenses will be negotiated with the successful Architect. West Virginia University at Parkersburg reserves the right to not select a Design Professional through this process and/or to cancel the EOI process at any time should that be necessary.

### **EOI SUBMISSION**

EOI submissions should be provided in pdf format to [Jeannine.ratliffe@wvup.edu](mailto:Jeannine.ratliffe@wvup.edu) by March 20, 2023 by 1 PM.

### **EOI SCHEDULE**

The schedule for this EOI process is tentatively as follows:

- REOI released: March 6, 2023
- EOIs due: March 20, 2023
- Shortlist of design professionals by: March 24, 2023
- In person interviews (if deemed necessary): March 27-29, 2023
- Final selection by: March 31, 2023

### **CONTACT**

For any questions regarding this EOI, please contact:

Jeannine Hetrick-Ratliffe, Chief Procurement Officer at [jeannine.ratliffe@wvup.edu](mailto:jeannine.ratliffe@wvup.edu)